



Hurricane Irma/DR-4337-FL



Sheltering and Temporary Essential Power (STEP) Program

How STEP Helps Survivors

The Sheltering and Temporary Essential Power (STEP) Program is a rapid repair program which enables eligible individuals or families whose homes were damaged due to Hurricane Irma to take shelter in their own homes while they rebuild.



What is STEP?

- STEP is not a permanent repair program
- STEP is meant to provide the most basic, life sustaining needs for emergency sheltering



Eligible Properties Under STEP

- Disaster-damaged **single family owner-occupied residential properties only**, to include duplexes, townhomes, modular homes, and permanently placed mobile homes.
- *Travel trailers and RVs are not eligible.*
- Other types of owner occupied residences may only be approved by the Federal Coordinating Officer (FCO) on a case-by-case basis.
- Commercial properties and commonly owned areas, structures, or equipment are **not** eligible for STEP.



Emergency Work Under STEP

- STEP repairs are capped at \$20,000
- Repairs must be reasonable, necessary, and low-cost options to make the home safe for sheltering purposes.
- A home is not eligible if it cannot be made safe for sheltering purposes, including due to the presence of excessive toxic or hazardous materials, for less than \$20,000.

Emergency Work Under STEP



- Eligible emergency work includes providing elements necessary for survivors to safely shelter at home:
 - Utilities essential for potable water, hot water, HVAC, and food preparation
 - Functional kitchen, bathroom, and sleeping accommodations
 - Securing and/or weatherproofing to include roof, walls, doors, and windows
 - Work necessary to meet access and functional needs

STEP Implementation Requirements

- Complete a FEMA Individual Assistance (IA) Application
- Right of Entry (ROE)
- Participation Agreement
- Proof of Ownership
- Proof of Primary Residence
- Completion of Inspection
- Authorization of Statement of Work
- Permits and Licensing to Complete Work

Valid Proof Documents

Proof of Ownership

- Structural Insurance
- Tax Bill or Other Tax Records
- Official's Records
 - Document confirming long-term ownership (notarized)
 - Original deed
 - Deed of trust
- Mortgage Payment Book
- Affidavit
- Title Number & official government document verifying the home address and owner of the structure

Proof of Primary Residence

- Utility Bill
- Merchant's Statement
- Driver's License
- Voter's Registration Card
- Employer's Statement (wage or earnings statement)

FEMA Registration Requirement

STEP participants are required to register for FEMA assistance if they have not already done so.

www.disasterassistance.gov

or

1-800-621-FEMA



Impact on Other FEMA Assistance

If an applicant accepts STEP assistance:

- STEP will not affect an applicant's eligibility for assistance available under Individual Assistance (IA) programs
<https://www.fema.gov/individual-disaster-assistance>
- Once STEP repairs are complete and the property cleared for emergency sheltering at home, the applicant will no longer be eligible for further Transitional Shelter Assistance (TSA) or other sheltering assistance
- In the event the STEP scope of work is not properly completed, the applicant may be authorized to continue receiving assistance for TSA

STEP Timeline

TASKS: 30 DAYS

1 PROGRAM
MANAGEMENT
PLAN IN PLACE

2 PUBLIC
OUTREACH

3 SITE
IDENTIFICATION



TASKS: 60 DAYS

4 SCOPE OF
WORK

5 DETERMINE
ELIGIBILITY



TASKS: 90 DAYS

6 COMPLETION
OF WORK

7 FINAL
INSPECTIONS

Questions and Additional Information

FEMA STEP Program Hotline:
1-800-960-5860